

Louis DiGrigorio  
President

Billy Pachamango  
Director of Public Relations



Raymond Preston  
Vice President

Missy Smith  
Treasurer

## **BAYSHORE BASKETBALL LEAGUE VOLUNTEER JOB DESCRIPTION FOR MANAGERS AND COACHES**

### **TITLE:**

Volunteer Manager /Coach for Bayshore Basketball League will;

### **DESCRIPTION:**

- Manage/Coach male and/or female athletes between the ages of 4-15.
- Be considered a role model young athletes assigned to your team.
- Understand that sportsmanship, fair play, and full participation are mandatory.

### **RESPONSIBILITIES:**

- Plan and supervise games, practices, and events;
- Supervise assistant coaches and team parents;
- Teach the young athlete the fundamentals of the sport;
- Encourage the involvement of the parents in the sport;
- Schedule and conduct parent and other necessary meetings;
- Provide a safe and fun environment for the children;
- Learn and follow all league rules, policies, and procedures;
- Make every effort to give each player equal playing time;
- Put the feelings of the players ahead of your desire to win;
- Attend all league functions and participate in league activities.

### **QUALIFICATIONS:**

- Successfully complete the application procedure and pass a background check;
- Attend any scheduled coaching interviews or meetings;
- Successfully reviewed and the information and training material on concussions which are available free of charge on the Centers For Disease Control website at : [http://cdc.gov/concussion/headsup/online\\_training.html](http://cdc.gov/concussion/headsup/online_training.html)
- Attend at least one coaching clinic.
- Not want to win at all costs.
- Be patient, especially with children.
- Be organized.
- Be dependable.

I \_\_\_\_\_ agree that I have read and understand the above job description for Bayshore Basketball League Manager/Coaching position, and that I accept the terms of the job description.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Contact information for league members can be found at  
<http://www.bsarec.com> or [www.facebook.com/bayshoresportsandrec](http://www.facebook.com/bayshoresportsandrec)



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### BAYSHORE BASKETBALL LEAGUE MANAGER/COACH APPLICATION

**All questions must be answered:**

Looking to Manage/Coach (Check choice)  Manger  Coach

Pre K - K  Girls 1<sup>st</sup> - 2<sup>nd</sup>  Girls 3<sup>rd</sup> - 4<sup>th</sup>  Girls 5<sup>th</sup> - 6<sup>th</sup>  Girls 7<sup>th</sup> - 8<sup>th</sup>

Boys 1<sup>st</sup> - 2<sup>nd</sup>  Boys 3<sup>rd</sup> - 4<sup>th</sup>  Boys 5<sup>th</sup> - 6<sup>th</sup>  Boys 7<sup>th</sup> - 8<sup>th</sup>

Name \_\_\_\_\_ Date \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State NJ Zip \_\_\_\_\_

Telephone  
(Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-mail Address (**TEXT AND EMAIL WILL BE OUR MAIN FORM OF COMMUNICATION WITH YOU**)  
\_\_\_\_\_

I, \_\_\_\_\_, give permission for the Bayshore Basketball League to put the following on their website and on hard copy to be distributed to participants, in order to assist in the formation of teams and communication between coaches: (Check choices below)

Your Name  Home Phone Number  Email Address  Cell Phone Number  None

Are you Basketball certified in this sport?  Yes  No

Years Certified \_\_\_\_\_ Type of Certification \_\_\_\_\_

Briefly describe your Managing/Coaching experience/background (all sports)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## **BAYSHORE BASKETBALL LEAGUE PROSPECTIVE VOLUNTEERS APPLICATION**

**TO: Prospective Volunteers**

**FROM: Bayshore Basketball League Board of Directors**

**DATE: 2016-2017 Bayshore Basketball League Season**

**SUBJECT: Background Screening & Disclosure Form**

Thank you for your interest in the Bayshore Basketball League. Bayshore Sports & Recreation Commission advocates for the careful selection of all league volunteers, especially those who make a direct impact on our young players. All sports operated under Bayshore Sports & Recreation Commission are required to conduct a background check on all managers and coaches, as well as any other persons and volunteers, who provide regular service to the league and/or have repetitive access to, or contact with, players and teams. Bayshore Basketball League is required to conduct a NATIONWIDE search that contains the applicable government sex offender registry data. A check conducted only in the state of New Jersey will not meet minimum requirements of the Bayshore Basketball League regulations.

The Fair Credit Reporting Act (FCRA) requires that Bayshore Basketball League obtain a signed authorization and disclosure statement to conduct a criminal background check from every person that we intend to research. Please know that we will request information only as it pertains to a person's criminal background. We will not request information as it relates to a person's financial background.

Please read, complete, and sign the attached document in both sections. Please return it right away to the Bayshore Basketball League volunteer that you have been communicating with. This document and the subsequent background reports received from background check will be secured in a confidential file and destroyed at the end of the season.

You will only be contacted if a charge or conviction is discovered that could disqualify you from volunteer consideration with Bayshore Basketball. Any negative information will be confirmed, and you will have an opportunity to respond to it before any punitive actions are taken.

If you have any questions or comments, you can contact anyone of the Bayshore Sports & Recreation Commission Board Members.



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**BAYSHORE BASKETBALL LEAGUE  
AUTHORIZATION TO CONDUCT BACKGROUND CHECK**

**Authorization to Conduct Background Check:**

I authorize the Bayshore Basketball League to make whatever inquiries it may deem necessary in connection with my request as a volunteer of the Bayshore Basketball League. As part of such inquiries, the Bayshore Basketball League has my permission to contact persons who may have information regarding my suitability to volunteer for the Bayshore Basketball League and to secure consumer reports (including investigative consumer reports).

I authorize and instruct any person or agency contacted to participate or conduct inquiries at the Bayshore Basketball League request, to compile information, and to furnish any information obtained as a result of such inquiries. I further authorize the Bayshore Basketball League its sole discretion, to furnish copies of this authorization and my application to any person and/or consumer-reporting agency in connection with above purposes. This authorization is given pursuant to the Fair Credit Reporting Act, 15 U.S.C. 1681b (b) (2) (B).

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **DOB:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ **Social Security Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Disclosure Statement:**

Information contained in reports obtained by Bayshore Basketball League in accordance with the above authorization may include information pertaining to your character, general reputation, police record, personal characteristics, and mode of living. You have the right to request that the Bayshore Basketball League completely and accurately disclose to you the nature and scope of all investigations requested. Such a request must be made in writing to the Bayshore Basketball League within a reasonable period of time.

If the Bayshore Basketball League obtains a consumer report about you from any consumer reporting agency and, based on information contained in that report, takes any adverse action against you, you will be provided the name and address of the party who prepared the report, a copy of the report, and a copy of a notice outlining your rights under the Fair Credit Reporting Act before such action is taken. This disclosure is made pursuant to the Fair Credit Reporting Act, 15 U.S.C. 1681b (b) (2) (A).

I hereby acknowledge that I have read the above disclosure statement and have understood it. Accordingly, I authorize the Bayshore Basketball League to obtain a consumer report about me from a consumer reporting agency, and to use said reports in connection with employment related decisions.

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **DOB:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ **Social Security Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_